

Kentucky Behavioral Health Planning and Advisory Council
Membership Committee Conference Call
January 21, 2016 1:00-4:00PM

Members Present via Teleconference: Mike Barry, Rebecca Burton, Joy Hoskins, LeeAnn Kelley, Maggie Krueger, Gayla Lockhart, Steve Lyons, Betty Jo Moss, Sherry Sexton, Steve Shannon, Mary Singleton

Staff Present: Michele Blevins, Christie Penn, Melissa Runyon

Topic	Discussion	Next Steps
Welcome and Call to Order	Due to inclement weather, a conference call was held in lieu of the scheduled Membership Committee meeting. Mary Singleton welcomed everyone and called the conference call to order at 1:05pm. Attendance was recorded and handouts were emailed to participants (Due to sensitive information contained in membership applications, handouts were sent to meeting participants only).	
Discussion & Review of Membership Applications	<p>Members reviewed and discussed seven membership applications in the following categories:</p> <ul style="list-style-type: none"> • Parents/Guardians of a Child with Behavioral Health Challenges (4 vacancies) – 2 applications • Family Members of an Individual in Recovery (3 vacancies) – 3 applications • Individual in Recovery (3 vacancies) – 2 applications <p>Members decided they required additional information from one Parent/Guardian applicant to make a determination, so a staff member contacted the applicant by telephone during the meeting to gather the information. After a brief discussion, members decided the applicant does not meet the Planning Council membership criteria.</p> <p>Members decided unanimously to recommend the other six applicants.</p> <p><i>Note: There are three open slots for a Parent/Guardian of a Child with Behavioral Health Challenges and one open slot for an Individual in Recovery because not enough candidates applied to fill the available seats.</i></p> <p>Missy Runyon reminded members to recruit Parents who are appropriate for the mission of the Council and she cited Article III, Section 3E of the bylaws: Six seats are allotted to parents/guardians/grandparents/foster parents who have custody of a child (birth through age 20) with behavioral health challenges.</p> <p>Missy also noted that the Council needs additional representatives with</p>	<p>Recommendations will be made to the full council at the next quarterly meeting on March 17, 2016. The open slots will be advertised again and additional membership applications considered in the future.</p> <p>A letter will be sent to this applicant</p>

	lived experience of recovery from substance use disorders. She recommended recruiting individuals with that experience.	
Nominations for Council Officers	<p>Nominations were made for new Council officers – Chair, Vice Chair and Secretary. Members voted by text message. The committee voted to recommend the following individuals for each officer position:</p> <ul style="list-style-type: none"> • Chair – Gayla Lockhart (1), Maggie Krueger (2); • Vice-Chair – Mary Singleton; and • Secretary – Betty Jo Moss. <p><i>(Per the bylaws, two candidates, including one recommended candidate, will be submitted to the Commissioner for the office of Chair).</i></p>	Recommendations will be made to the Council for recommendation to Commissioner of DBHDID.
Discussion on Member Attendance	Mary Singleton reviewed names of members who had attended all four quarterly Council meetings in calendar year 2015. Mary stated that she plans to recognize these individuals at the March 17 th Council meeting.	
Member Orientation	<p>The Committee reviewed the member roster to determine if there are enough members who need the Orientation to move forward with planning for it. Members voted to plan for the annual Orientation as usual; with the option to cancel it at a later date if it is determined there is not enough interest. The following individuals volunteered to be presenters: LeeAnn Kelley, Maggie Krueger, Rebecca Burton, Sherry Sexton, Gayla Lockhart, and Mary Singleton.</p> <p>Members decided the day of the Member Orientation could be utilized to review membership applications if recruitment efforts are successful. Time to be determined.</p>	Staff will send out the Member Orientation PowerPoint by email so presenters may review it and choose the section(s) they would like to present. Missy is lead staff for the Orientation planning.
Council Brochure	Rebecca Burton, LeeAnn Kelley, Maggie Krueger, and Mary Singleton volunteered to work on the Council's brochure.	Send the brochure to volunteers.
Adjournment	LeeAnn Kelley made a motion to adjourn at 3:13 PM. Maggie Krueger seconded. Motion passed.	Member Orientation April 20 th